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**About LeadingAge Colorado**

LeadingAge Colorado is the leading voice of senior living and care providers. Our mission is to foster a collaborative network that leads, advocates and shares knowledge to enrich and advance services to the aging and promote a healthy business environment for our members. We

advocate for public policy initiatives that support our members’ ability to provide quality care and a full range of housing and service options. We are committed to providing members with the information, resources, and connections necessary to adapt to the ever-changing landscape of senior services and care.

LeadingAge Colorado, along with our national partners, Argentum and LeadingAge, have staff with policy and regulatory expertise in **senior housing, assisted living, retirement communities, nursing homes, programs of all-inclusive care for the elderly (PACE), home- and community-based services (HCBS),** and other matters that concern senior living and care providers.  We monitor legislative and regulatory activity involving changes that are potentially consequential to our members and their ability to deliver the services that they provide.

LeadingAge Colorado is currently seeking to fill the role of Director of Government Affairs.

Position: Director of Government Affairs

Reports to: LeadingAge Colorado President & CEO

**Summary**

Manages LeadingAge Colorado’s legislative, regulatory and advocacy activities. Serves as the contact for members, state agencies, departments, and other interests concerning LeadingAge Colorado policies and activities associated with advocacy efforts.

**Essential Duties and Responsibilities**

* Analyze legislation, regulation, and issues of interest to senior living and aging services providers.
* Remain up to date on legislation, regulation, and current events relating to senior living and aging services providers.
* Attend legislative/regulatory meetings related to senior living and aging services providers.
* Communicate to members, and others as appropriate, LeadingAge Colorado’s position on issues.
* Prepare letters, briefing documents, position papers, testimony for the President & CEO , op-eds, etc. for establishing and advocating LeadingAge Colorado positions.
* Prepare and distribute legislative alerts via email and/or Voter Voice.
* Write a weekly communication on regulatory and legislative issues to send to members.
* Appear before regulatory bodies, providing testimony and advice on issues important to senior living and aging services providers.
* Develop tactics, strategies and priorities with the President & CEO and contract lobbyist.
* Oversee grassroots advocacy program engaging LeadingAge Colorado member organizations in legislative action and education.
* Staff and manage LeadingAge Colorado’s Legislative Task Force, and other policy ad hoc or task force groups.
* Plan and execute a legislative event for members to connect with their legislators at the Capitol.
* Direct work of external policy and regulatory analysts.

**Qualifications and Experience**

* Bachelor’s degree or equivalent in political science, communications, or related field.
* Minimum of five years’ experience in legislative affairs, health policy, regulatory policy and/or government affairs.
* Knowledge of Colorado’s state legislative and regulatory processes.
* Ability to work independently, to lead and manage multiple projects.
* Excellent interpersonal, written and verbal communications, analytic and negotiation skills.
* Strategic vision and system-level thinking. Views the LeadingAge Colorado members as customers and can manage more than one viewpoint on a particular issue.

Salary Range - $90,000 - $110,000 annally

LeadingAge Colorado offers a generous benefits package including medical, dental and vision coverage at no cost to the employee. It also offers vacation, sick leave and a 10% contribution to a Simplified Employee Pension (SEP) plan.

The role is remote, however, employees must reside in the Denver Metro area and have the ability to attend pertinent Colorado legislative and regulatory meetings.

To apply, send cover letter and resume to: A. Levine, Human Resources Consultant at [alevine@employerscouncil.org](mailto:alevine@employerscouncil.org).